

## MEETING ACTION SUMMARY

CITY OF LINCOLN LIBRARY ADVISORY BOARD AND COMMITTEE  
 MEETING HELD IN THE WILLOW COMMUNITY ROOM  
 LINCOLN PUBLIC LIBRARY AT TWELVE BRIDGES  
 485 TWELVE BRIDGES DRIVE, LINCOLN, CA  
 Wednesday, Feb 1, 2017 6:00 PM

1. **Call to Order:** The meeting was called to order at 6:00 PM by Chairman Bob Birdseye.

2. **Roll Call:**

- LAB: Bob Birdseye, Chair; Tim Gervais, Viola Kuka, Tim Monelo, Fran Neves, Nancy Whitaker (Secretary)
- WPUSD: Irma Balonek, Eileen Binning, Brian Haley (Vice Chair), Cheryl Harrison,
- Sierra College: Jeff Atkinson, Barbara Vineyard
- City Councilmen: Dan Karleskint, Gabriel Hydrick
- City of Lincoln: Library Manager, Kathryn Hunt

3. **Pledge of Allegiance:**

4. **Citizens Addressing the Body:** None

5. **Update Old Business:** None

6. **New Business:**

- A. **Welcome to new Members:** The Chair welcomed Dan Karleskint, newly elected City Councilman, who replaces Stan Nader
- B. **Approval of Minutes from May 4, 2016 Meeting:** Attachment A
- C. **Approval of Minutes from August 3, 2016 Meeting:** Attachment B
- D. **Approval of Minutes from November 2 2016 Meeting:** Attachment (C)
- E. **Approval of Minutes from January 4, 2017 Special Meeting, Including amended Bylaws :** Attachments (D) \*08:31

*Motion to approve all Minutes as written, listed on this Agenda, from May 4, 2016, August 3, 2016, November 3, 2016, and January 4, 2017, was made by Fran Neves, Seconded by Viola Kuka, Vote, Ayes All, Noes, None. \*09:03*

- F. **1 GBPS Broadband– Library Manager reported:** Attachment (E):\*09:04 Several individuals emphasized the importance of Internet for the Library. The Library Manager reported that the Lincoln City IT staff is fully supportive of this contract. \*24:42

*A motion was made to recommend the City Council support the contract with Califa, providing for 5 years of 1 GBPS broadband at an anticipated cost of \$12,195. (Please note that the total cost of the contract is \$48,780.00 over 5 years. However staff anticipates the cost to the city to be \$12,195.00 over the next five years, due to the E-rate and CTF reimbursements) Motion made by Tim Monelo, and Seconded by Tim Gervais, Vote: Ayes*

*\*nn:nn:nn = hours:minutes:seconds on audio recorder, from beginning of meeting. Attachments listed as on Agenda*

*All: Noes, None. Recommendation to be made in a letter and/or by presentation at City Council meeting. \*24:56*

- G. –2017/18 Budget Priorities: Attachment (F): \*25:51 The Library Director presented the City Council Budget Priorities, and Staff Budget Priorities. She called for the LAC committee to give input.

**Council Priorities**

- Emphasize Projects that are cost cutting
- Improvements to downtown infrastructure
- Balance General Fund budget with no reserves
- No major changes in spending from prior fiscal year
- Maintain service levels

**Library Staff priorities**

- Strategic planning regarding passing of Twelve Bridges High School bond
- Increase Staff Retention with training opportunities and non-compensation incentives
- Maintain service levels, including programming and technology services
- Collection development and analysis
- Grant-Funded initiatives offered through the State

**What are Budget Priorities of LAB/LAC?:** *Items discussed but not prioritized*

- *Strategic planning needed. Formed a mini Task Force committee (LAC). First meeting Feb 10<sup>th</sup> with Architect: One member requested placement on the task force.*
- *How will the new High School's needs impact the Twelve Bridges Library? (Maintenance, collections, work space and staffing)?*
- *Increase staffing*
- *New projector for Willow Room*
- *Emphasis on Digital needs. Jeff Atkinson mentioned that Sierra College is looking into a different ILS package with the possibility of moving away from Voyager. They are investigating moving to a State wide system as well. He recommended the Library Manager talk to the Sierra College Librarian, Sabrina. \*45:44.*

- H. **Library manager's Report:** Attachment G: \*46:04 to \*49:11 **Friends of the Lincoln Library Report** \*49:14 to \*54:41

- I. **Annual Committee Chair Training (Open to all Committee Members)** – Gwen Scanlon \*54:45 to \*1:07:00

7. **Request for Information** \*1:07:05, Kathryn requested that if anyone wanted to contact her via email, her email address is: Kathryn.Hunt@lincolncal.gov

8. **Next Regularly Scheduled Meeting** – May 3, 2017

9. **Adjournment**– Adjourned at 7:05 PM \*1:09:00

*\*nn:nn:nn = hours:minutes:seconds on audio recorder, from beginning of meeting. Attachments listed as on Agenda*